



CITY OF SAN BRUNO

Community Services Department

MEETING MINUTES

Senior Citizens Advisory Board January 21, 2020

1. **Call to Order/Roll Call:** Chair Carmichael called the meeting of the Senior Citizens Advisory Board to order at 9:01 a.m. Board Members Present: Chair Carmichael, Vice-Chair Chu, Epperson, Goff, Green, Luzaich, Tracey, and Treasurer Hornung. Staff Present: Brewer, Magrini, and Tessier.
2. **PLEDGE OF ALLEGIANCE:** Chair Carmichael led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** The Board accepted the minutes of the November 19, 2019 meeting with corrections.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **UNFINISHED BUSINESS:**
 - a. Treasurer's Report – **Treasurer Hornung** stated she doesn't have one. Numbers aren't reconciling. Staff will talk to the City's Finance Director for some clarification.
 - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Report, and Senior Center Historical Front Desk Sign In Data (November & December 2019) – November Nutrition Site Report and December Class Attendance Report will be included at next month's meeting.
 - c. Receive and Approve Events Committee Minutes – Minutes Accepted.
 - d. Receive and Approve Volunteer Party Committee Minutes – Minutes Accepted.
8. **NEW BUSINESS:**
 - a. Senior Citizens Advisory Board Elections – **Supervisor Tessier** stated that there are three candidates that have submitted applications. Elections will take place on February 5th. **Superintendent Brewer** stated the re-election of the Chair will be done after the board elections.
 - b. Relocation of Senior Advisory Board Meetings – February & March – **Superintendent Brewer** stated that meetings will move to the Recreation Center for the next two months due to tax season.
 - c. Review 2020 Senior Citizens Advisory Board Meetings – **Superintendent Brewer** discussed the list of meeting dates for 2020.

9. **ITEMS FROM BOARD MEMBERS:** None.

10. **ITEMS FROM STAFF:**

- a. Receive Presentation of Upcoming Winter Special Events – **Director Magrini** stated that at the Library there is Adult Craft Series for Bookmaking on January 25th, Circle of Smiles for all ages on February 3rd, and Office Skills on Microsoft Word and Power Point on February 8th, and at the Senior Center will be the Father Daughter Dance on February 22nd that the Recreation Center puts on.
- b. Update on Recreation Services Coordinator Position – **Director Magrini** stated that Eva has decided not to return so this position is open at the moment.

11. **ADJOURNMENT:** Meeting was adjourned at 9:27 a.m.